thrive upstate
redefining ability

MINUTES
BOARD of DIRECTORS MEETING
AUGUST 27, 2020
VIRTUAL MEETING
4:30 PM

Notice of the meeting was sent to all Board Members, WYFF-TV 4, Fox-TV 21, and the Greenville County Council. Notice and agenda were posted in the lobby of the Patrick Center Administration Building and the Patrick Center Annex and the Thrive Upstate Website prior to the meeting.

Members Present:	Bob Ariail, Interim Chair Christy Cates Bright, Vice Chair Clyde Baucom, Treasurer Paul Hamberis Alex McNair Bern Mebane Jason Strand Amanda Walkup	**Members Absent:** Bryant Nixon
Staff Present:	Tyler Rex Peggy White Sandy Brown	Dee DiCarlo Al Hill

Call to Order: A quorum was present via Zoom videoconference, and Bob Ariail, Interim Chair, called the meeting to order at 4:35 PM.

Approval of Consent Agenda: The Consent Agenda items included the June 25, 2020 Board Minutes; the June and July Health and Safety Reports, June and July Dashboard and Med Error reports, June Services at a Glance report, and Review of Board Policies 400-6 and 400-7.

Tyler Rex, Executive Director, reviewed changes to the July Dashboard report that combined pertinent information from the Services at a Glance report and provided more information on Day Services. The status of the state budget was briefly discussed.

A Motion: To approve the Consent Agenda items as presented. Paul Hamberis made the motion to approve the Consent Agenda with a second by Bern Mebane. The motion was approved unanimously.

June and July 2020 Financial Reports: Because there was no July Board Meeting scheduled, Clyde Baucom, Treasurer and Chairman of the Finance Committee, reviewed highlights of the June and July Financial Reports.

June 2020 Financial Report.
Balance Sheet. (Not Final Numbers) Mr. Baucom noted Cash-Operating Change Prior Month was ($717,347). Total Assets and Deferred Outflows was ($717,911) and the Change Prior Year was ($938,560). The Current Ratio is 1.25.

Profit and Loss. (Not Final Numbers) Contract Revenue Actual was $29,199. Total Operating Revenue showed a Variance to Budget of ($112,476). There was a $29,930 Variance to Budget in Overtime due to Day Services staff working in Residential positions. The Year to Date Variance to Budget in Overtime was

($18,378). Consumer Wages Actual was $22,794. Employee Benefits Year to Date Actual was $4,513,286. Employee Benefits Year to Date Budget was $4,942,277. The Total Operating Expenditures Variance to Budget in June was $280,092. Net Revenue over Expenses Actual was $153,323, with a Variance to Budget in June of $167,616. The Net Revenue over Expenses Year to Date Actual was $938,358.

Profit and Loss Comparison – All Months. (Not Final Numbers) Mr. Baucom reported the Net Gain YTD was $938,358.

Year / Year Comparison. (Not Final Numbers) The Variance in SCDDSN Revenue from Jun-19 YTD to Jun-20 YTD was $1,399,780. The Variance in SCHHS Revenue from Jun-19 YTD to Jun-20 YTD was $307,540. The Variance in Total Operating Revenue from Jun-19 YTD to Jun-20 YTD was $871,320. Total Operating Expenditures were $164,866 less in Jun-20 YTD. The Net Gain for Year in June-20 YTD was $938,358 and the Net Gain for the Year Variance from Jun-19 YTD to Jun-20 YTD was $1,036,187. There was discussion on the LGIP balance. Peggy White informed that $1 million will be moved to the LGIP account.

Cash Flow Projection. Mr. Baucom reported the LGIP balance at the end of June was $633,430. Operating Cash at end of Period in June was $1,430,658. Operating Cash plus LGIP was $2,064,087 and is projected in Sep-20 to be $3,421,640. He observed Operating Cash at end of Period, Operating Cash plus LGIP, and the Sept-20 Operating Cash at end of Period were all higher than projected.

Comparison of Cash Flows for FY 19 vs FY20. The LGIP Balance-Ending for Current Year FY 2019/2020 July-June was $633,430. The Operating/LGIP Balance Variance from the Previous Year to Current Year July-June was $1,124,480.

July 2020 Financial Report.
Balance Sheet. (Not Final Numbers) Mr. Baucom noted the Cash-Operating Change Prior Month was $1,046,866 due to the receipt of three DDSN checks. Total Assets and Deferred Outflows Current Month July 31, 2020 was $13,290,139, a Change Prior Month of $1,203,737. The Current Ratio remains at 1.25.

Profit and Loss. (Not Final Numbers) Mr. Baucom reported the Total Operating Revenue Variance to Budget for July was $50,312. Salaries and Overtime were noted to be below budget, and Payroll Taxes were less than budget by $15,760. Total Operating Expenditures showed a Variance to Budget of $113,370. Net Revenue over Expenses Actual was $221,458, and the Variance to Budget was $163,682.

Profit and Loss Comparison-all months, all funds. (Not Final Numbers) The Net Gain YTD for Jul-20 was $221,458.

Year / Year Comparison. (Not Final Numbers) The Total Operating Revenue Variance from Jul-19 to Jul-20 YTD was $14,993. Total Operating Expenditures Variance from Jul-19 to Jul-20 YTD was $208,628, The Net Gain for the Year Variance from Jul-19 to Jul-20 YTD was $223,620. Mr. Baucom commented expenses were significantly less than budget.

Cash Flow Projection. Jul-20 Actual Total Disbursements were $2,249,566. Operating Cash at end of Period July-20 Actual was $2,477,524. Operating Cash plus LGIP Jul-20 Actual was $3,111,224 and was projected in Sep-20 to be $3,714,409.

Comparison of Cash Flows for FY19 vs FY20. The Variance in Operating/LGIP Balance Current Year FY 2020/2021 July-Sep over Previous Year FY 2019/2020 July-Sep is $2,288,361.

Executive Director Report: Mr. Rex reviewed the August Executive Director Report provided by email and in the information packet at the meeting. He acknowledged the passing of Margaret Tollison, an

individual served by Thrive Upstate in one of its residences, who passed away following a sudden illness. He complimented the staff for carrying out the funeral arrangements.

COVID-19 Update. Mr. Rex gave an update on the status of individuals and staff who contracted the COVID-19 virus and the PPE supplies. Systematic testing of ICF / CRCF staff identified two who were positive and asymptomatic, and the procedure will remain in place until community spread remains at very low levels for a sustained period. UV light units were installed in ICF /CRCF Residential and Day Program air handlers as an additional safety measure.

The Adult Day Program has begun limited reopening for community individuals. The number of individuals will be increased every two weeks. He informed there may be a significant Day Program payback from the closures through the first two months of the fiscal year, but this payback would be an approved use of the CARES Act relief funding if received.

Relief Funding. An application was submitted to receive provider relief funding through the federal CARES Act. If awarded this funding could provide up to 2 percent of gross revenue to offset expenses related to COVID-19.

Greenville County provided a grant of $25,225 to offset COVID-19 expenses, to be paid against specific documentation of expenses.

Greenville Tech Foundation approved a six month plan to cut the rent at the McAlister Square HASCI Center by 50 percent.

Quality Assurance. The Risk Management Committee has begun a systematic review of individuals at high risk for assault, elopement, self-injury, and other risk factors to ensure the risks are identified and proper training and support is provided to staff.

Alliant ASO, who is contracted with SCDDSN completed its Medicaid Contract Compliance review. Scores will be available in September.

Other. Thrive Upstate is partnering with ARC of the Midlands to have two employees certified as Life Skills Coaches through a pilot program called STRIVE, which is funded by the DD Council.

An application was submitted to the United Way of Greenville County for $100,000 funding; Thrive Upstate advanced to the second round of the RFP process. A funding decision will be made in September.

A vehicle was recently donated by a local family that will be used in the Supervised Living Program to assist with transportation needs. This is the third vehicle in recent years to be donated to thrive Upstate.

New Business: Bern Mebane raised the idea of retiring vehicle debt instead of moving cash into the LGIP account. Retiring the vehicle debt will be discussed in the Finance Committee Meeting.

Public Comments: There were no public comments.

Adjournment: A Motion: To adjourn the Board of Directors Meeting. Bern Mebane made the motion to adjourn with a second by Clyde Baucom. The motion passed unanimously. The meeting adjourned at 5:40 PM.

Submitted by: Sandra W. Brown
Sandra W. Brown, Executive Assistant

Approved by: Robert Ariail
Robert Ariail, Interim Chair

10/16/20
Date